

OFFICIAL COMPENSATION PLAN

The Official Compensation Plan is part of the legal budget because it sets the minimum and maximum salary levels of all Village positions for each of the respective biennial budget periods. Recommended adjustments to the plan are included as part of the initial budget proposal presented to the Village Board and review of the plan is part of the budget process. Recommendations take into consideration the staffing needs of the Village, economic and labor market conditions, and the classification of positions.

The Village is cognizant of the future challenges of maintaining and recruiting a professional and skilled workforce. Demographic and social trends indicate a future reduction in the pool of applicants for municipal positions due to the retirement of the Baby Boomer generation and the general lack of interest in careers in municipal government by younger workers. The Village also recognizes the significant costs associated with recruiting each new employee. The Compensation Plan has been structured to retain current employees and to enhance the Village's attractiveness as an employer when a position becomes available.

The Compensation Plan for FY 2005 and FY 2006 establishes the Merit-Performance and Merit-Step compensation ranges for all regular full-time and part-time positions. In addition the Plan establishes the hourly compensation rates for all temporary, seasonal, special duty, and paid on call positions. The Plan also illustrates the number of authorized regular full-time and regular part-time positions as well as total number of authorized hours for temporary and seasonal positions.

Position Reclassifications and Number of Authorized Employees

During fiscal years 2003 and 2004 the following modifications were made to the Village's classification system and have been carried over into the 2005 and 2006 Budgets:

| <u>Previous Position</u> | <u>Current Status of Position</u> |
|--|---|
| Administrative Secretary | Eliminated Title – Currently Not Used |
| Executive Secretary | Reclassified to Executive Assistant |
| Executive Assistant/Deputy Village Clerk | Reclassified to Administrative Assistant |
| Assistant to the Director of Administrative Services | Reclassified to Assistant Director of Administrative Services |
| Engineer | Reclassified to Project Manager |
| Finance Manager | Reclassified to Assistant Director of Administrative Services |
| Assistant Chief | Eliminated Title – Currently Not Used |
| Director of Human Resources and Risk Management | Reclassified to Human Resources Coordinator |
| Director of Economic Development | Eliminated Title – Position Eliminated |
| Deputy Village Manager/ Director of Administrative Services | Reclassified to Director of Administrative Services |
| Village Manager | Eliminated Title – Position Eliminated |

The 2005 – 2006 Biennial Budget authorizes 132 regular full-time and 13 regular part-time employees in 2005 and 135 regular full-time and 13 regular part-time employees in 2006. The difficult economic environment of the 2001 to 2004 time period has necessitated reductions in the Village's workforce. However, to avoid negative effects on employee morale, the Village has taken advantage of employee turnover to consolidate functions and thereby reduce the number of authorized positions without having to resort to reductions in force.

Compensation Plan Adjustments

In order to maintain competitive salary ranges, the Village adjusts the Compensation Schedules for non-union positions effective May 1 of each fiscal year. These adjustments are based on current economic and labor market conditions (the economic adjustment) as well as a comprehensive analysis of the municipal labor market (the equity adjustment). The economic adjustments for 2005 and 2006 are 3.50% and 3.25%, respectively.

Normally equity adjustments for non-union positions are made in the first year of the Biennial Budget process. As part of this process, the Village conducts a salary survey of comparable municipalities. The labor market analysis developed from this survey compares the minimum and maximum salaries for Village positions to the average and median minimum and maximum salaries of similar positions in 24 comparable municipalities. The analysis assesses the exempt status of positions in comparable communities (i.e., when comparing an exempt and non-exempt position, overtime pay considerations are important) and considers the similarity of duties between a Village position and a comparable position. If a salary range for a particular position significantly deviates from the average and median salary ranges of the comparable municipalities, the range of that position may be adjusted subject to further review of the impact of that adjustment on internal equity issues. The May 1, 2005 Compensation Schedule, based on both comparable community comparisons and internal equity considerations, includes additional adjustments to salary ranges for the following positions:

| <u>Position</u> | <u>Economic Adjustment</u> | <u>Equity Adjustment</u> | <u>Total Adjustment</u> |
|-----------------------------------|--------------------------------|------------------------------|-----------------------------|
| Office Assistant | 3.50% | 3.28% | 6.78% |
| Accounting Assistant | 3.50% | 3.27% | 6.77% |
| Office Manager | 3.50% | 2.45% | 5.95% |
| Administrative Assistant | 3.50% | 1.92% | 5.42% |
| Public Works Supervisor | 3.50% | 3.99% | 7.49% |
| Project Manager | 3.50% | 2.46% | 5.96% |
| Fire Lieutenant | 3.50% | 1.45% | 4.95% |
| Police Sergeant | 3.50% | 3.30% | 6.80% |
| Fire Prevention Officer | 3.50% | 4.11% | 7.61% |
| Utility Operations Superintendent | 3.50% | 1.56% | 5.06% |
| Assistant Department Heads | 3.50% | 1.39% | 4.89% |
| Deputy Chiefs | 3.50% | 4.00% | 7.50% |
| Director of Building and Planning | 3.50% | 2.51% | 6.01% |
| Other Department Directors | 3.50% | 1.00% | 4.50% |

No additional adjustments were made to the May 1, 2006 Compensation Schedule.

Individual Salary Adjustments, Non-Union Merit-Performance Positions

The goal of the Merit-Performance Plan is to encourage excellence in service by tying salary increases to job performance rather than tenure. A second goal of the plan is to reward outstanding employees for meritorious job performance by providing them with a salary increase greater than what is received by other employees who may not be performing at the same level. To accomplish this goal, the actual amount of the merit increase is determined by the level of performance of the particular employee. There is no set time period for an employee to reach the top of salary range. Employees whose performance consistently exceeds expectations will reach the top of their salary range in a shorter time period than others who may not be consistently meeting or exceeding expectations.

The Village administers merit-performance salary increases by linking performance to the percent of increase that an individual employee receives. Employee performance for the previous fiscal year is evaluated by supervisors in the

first quarter of the current fiscal year. An Employee's overall evaluation, based on individual performance factors considered, will fall into one of four performance categories and their percent of increase is based on this rating, as illustrated in the following table:

| <u>Performance Rating</u> | ----- 2005 ----- | | ----- 2006 ----- | |
|----------------------------|---|--|---|--|
| | <u>Universal Range Adjustment⁽¹⁾</u> | <u>Additional Merit Adjustment⁽²⁾</u> | <u>Universal Range Adjustment⁽¹⁾</u> | <u>Additional Merit Adjustment⁽²⁾</u> |
| Exceeds Expectations | 3.50% | +2% to +4% | 3.25% | +2% to +4% |
| Meets Expectations | 3.50% | 0% to +2% | 3.25% | 0% to +2% |
| Needs Improvement | 3.50% | -1% to -2% | 3.25% | -1% to -2% |
| Does Not Meet Expectations | 3.50% | -3.50% | 3.25% | -3.25% |

(1) This does not include any additional adjustments that may be made to a particular salary range. An employee at the maximum of the salary range may not stay at the maximum of the salary range if the range is adjusted by a percent that is above what the employee is entitled to based on performance.

(2) The amount of the adjustment is the sum of the Universal Range Adjustment and Additional Merit Adjustment, as long as the total adjustment does not exceed the maximum of the applicable salary range.

The percent above and/or below the universal range adjustment shall be set by Human Resources for a two year period in conjunction with the biennial budget process.

Non-union employees completing their introductory period and advancing to regular status shall be considered for a merit increase based on their individual performance as documented through the employee evaluation process. The size of a merit increase is again tied to the level of performance and the method of calculation is consistent with the methodology established for annual (May 1) increases. In the case of an Introductory employee it is assumed that in order to transition to regular status an employee's performance, as documented through the employee evaluation process, has been rated as meeting or exceeding expectations. Introductory employee merit increases are illustrated on the following chart:

| <u>Performance Rating</u> | ----- 2005 ----- | | ----- 2006 ----- | |
|---------------------------|---|------------------------------------|---|------------------------------------|
| | <u>Universal Range Adjustment⁽¹⁾</u> | <u>Additional Merit Adjustment</u> | <u>Universal Range Adjustment⁽¹⁾</u> | <u>Additional Merit Adjustment</u> |
| Exceeds Expectations | 3.50% | +2% to +4% | 3.50% | +2% to +4% |
| Meets Expectations | 3.50% | 0% + 2% | 3.50% | 0% to +2% |

If ranges are adjusted during an employee's introductory period and create a situation where the employee is now below the minimum of the applicable range, the employee's wage will be adjusted to the minimum wage established for their respective position. The first May 1 increase granted to an Employee after transitioning to regular status shall be consistent with the process followed for Regular Employees with the exception that the increase shall be subject to a pro-rated based on the number of months (inclusive of the month of transition) since the date the employee transitioned to regular status (normally the date six months after employment) through April 30. In each case the percent increase shall be rounded up to the closest ½ % increment.

Individual Salary Adjustments, Union Merit Performance and Merit-Step Positions

Employee performance for the previous fiscal year is evaluated by supervisors in first quarter of the current fiscal year. An Employee's overall evaluation, based individual performance factors considered, will fall into one of four performance categories. Actual increases are based on the provisions of the respective labor contract.

OFFICIAL COMPENSATION PLAN
SCHEDULE I: MERIT-STEP POSITIONS
JANUARY 1, 2005 TO APRIL 30, 2005

| Merit Step Positions⁽¹⁾ | | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Authorized Positions | |
|---|-----------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------------------|------------|
| | | | | | | | | | F/T⁽²⁾ | P/T |
| Maintenance Worker ⁽³⁾ | Annual | 36,410 | 38,456 | 40,505 | 42,552 | 44,598 | 46,647 | 48,694 | 14 | 0 |
| | Bi-Weekly | 1,400 | 1,479 | 1,558 | 1,637 | 1,715 | 1,794 | 1,873 | | |
| | Hourly | 17.50 | 18.49 | 19.47 | 20.46 | 21.44 | 22.43 | 23.41 | | |
| Utility Treatment Oper I | Annual | 37,510 | 39,798 | 42,083 | 44,371 | 46,658 | 48,946 | 51,231 | 3 | 0 |
| | Bi-Weekly | 1,443 | 1,531 | 1,619 | 1,707 | 1,795 | 1,883 | 1,970 | | |
| | Hourly | 18.03 | 19.13 | 20.23 | 21.33 | 22.43 | 23.53 | 24.63 | | |
| Mechanic | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 2 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Utility Treatment Oper II | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 1 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Lab Technician | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 1 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Paramedic ⁽⁴⁾ | Annual | 41,340 | 43,963 | 46,585 | 49,206 | 51,829 | 54,451 | 57,071 | 1 | 0 |
| | Bi-Weekly | 1,590 | 1,691 | 1,792 | 1,893 | 1,993 | 2,094 | 2,195 | | |
| | Hourly | 14.20 | 15.10 | 16.00 | 16.90 | 17.80 | 18.70 | 19.60 | | |
| Firefighter/Paramedic ⁽⁴⁾⁽⁵⁾ | Annual | 46,069 | 48,819 | 51,570 | 54,321 | 57,070 | 59,821 | 62,570 | 23 | 0 |
| | Bi-Weekly | 1,772 | 1,878 | 1,983 | 2,089 | 2,195 | 2,301 | 2,407 | | |
| | Hourly | 15.82 | 16.76 | 17.71 | 18.65 | 19.60 | 20.54 | 21.49 | | |
| Police Officer | Annual | 45,013 | 49,066 | 52,993 | 56,702 | 60,102 | 62,806 | 64,609 | 25 | 0 |
| | Bi-Weekly | 1,731 | 1,887 | 2,038 | 2,181 | 2,312 | 2,416 | 2,485 | | |
| | Hourly | 21.64 | 23.59 | 25.48 | 27.26 | 28.90 | 30.20 | 31.06 | | |
| SUB-TOTAL MERIT-STEP POSITIONS: | | | | | | | | | 70 | 0 |

NOTES

- (1) Movement through merit-steps occurs at 1 year intervals with satisfactory job performance evaluation.
- (2) Each position represents full-time equivalent hours of 2080, unless otherwise noted. "Job sharing" is permitted as long as total hours paid do not exceed the amount budgeted for the positions. The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (3) To address staffing needs, the number of authorized FT Maintenance Worker positions may be reduced by 1 (total not less than 13) and the number of authorized PT Laborer/Janitor positions may be increased by 2 (2 PT = 1 FTE). The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (4) Authorized positions are not to exceed 24 full-time equivalents between both job titles, with a maximum of 1 paramedic. Ranges based on full-time equivalent hours of 2912.
- (5) Number of authorized Firefighter/Paramedic positions may be decreased by 3 to a total of 20 & the number of authorized Fire Lieutenant positions may be increased by 3 to a total of 12.

OFFICIAL COMPENSATION PLAN
SCHEDULE II: MERIT-PERFORMANCE POSITIONS
JANUARY 1, 2005 TO APRIL 30, 2005

| Merit-Performance Positions | ANNUAL | | BI-WEEKLY | | HOURLY | | Authorized Positions | |
|---|---------------|------------|------------------|------------|---------------|------------|-----------------------------|--------------------------|
| | MIN | MAX | MIN | MAX | MIN | MAX | F/T⁽¹⁾ | P/T⁽²⁾ |
| Laborer/Janitor ⁽³⁾ | 23,035 | 34,570 | 886 | 1,330 | 11.07 | 16.62 | 0 | 1 |
| Office Assistant | 24,530 | 36,335 | 943 | 1,398 | 11.79 | 17.47 | 3 | 4 |
| Records/Police Assistant | 28,105 | 39,900 | 1,081 | 1,535 | 13.51 | 19.18 | 3 | 4 |
| Accounting Assistant | 28,105 | 39,900 | 1,081 | 1,535 | 13.51 | 19.18 | 2 | 0 |
| Public Service Officer | 30,175 | 42,500 | 1,161 | 1,635 | 14.51 | 20.43 | 2 | 0 |
| Payroll Coordinator | 30,175 | 42,500 | 1,161 | 1,635 | 14.51 | 20.43 | 1 | 0 |
| Office Manager | 30,993 | 43,605 | 1,192 | 1,677 | 14.90 | 20.96 | 2 | 0 |
| Records Supervisor | 33,045 | 47,840 | 1,271 | 1,840 | 15.89 | 23.00 | 1 | 0 |
| Executive Assistant | 35,635 | 49,810 | 1,371 | 1,916 | 17.13 | 23.95 | 3 | 0 |
| Administrative Assistant | 35,635 | 52,315 | 1,371 | 2,012 | 17.13 | 25.15 | 2 | 0 |
| Planner/Zoning Coordinator | 42,815 | 58,755 | 1,647 | 2,260 | 20.58 | 28.25 | 1 | 0 |
| Accountant | 42,815 | 58,755 | 1,647 | 2,260 | 20.58 | 28.25 | 1 | 0 |
| Inspector (Building or Fire) | 22,880 | 58,755 | 880 | 2,260 | 11.00 | 28.25 | 0 | 2 |
| Sr. Building Inspector | 44,060 | 61,686 | 1,695 | 2,373 | 21.18 | 29.66 | 0 | 1 |
| Chief Accountant | 45,285 | 63,035 | 1,742 | 2,424 | 21.77 | 30.31 | 1 | 0 |
| Forester/Property Maintenance Supervisor | 48,010 | 64,660 | 1,847 | 2,487 | 23.08 | 31.09 | 1 | 0 |
| Public Works Supervisor | 48,010 | 64,660 | 1,847 | 2,487 | 23.08 | 31.09 | 4 | 0 |
| Project Manager | 45,285 | 65,588 | 1,742 | 2,523 | 21.77 | 31.53 | 1 | 0 |
| Corporal | 52,443 | 67,840 | 2,017 | 2,609 | 25.21 | 32.62 | 3 | 0 |
| Human Resources Coordinator | 48,680 | 70,800 | 1,872 | 2,723 | 23.40 | 34.04 | 1 | 0 |
| Information Systems Coordinator | 48,680 | 70,800 | 1,872 | 2,723 | 23.40 | 34.04 | 1 | 0 |
| Fire Lieutenant ⁽⁴⁾⁽⁵⁾⁽⁶⁾ | 54,933 | 72,700 | 2,113 | 2,796 | 26.41 | 34.95 | 9 | 0 |
| Sergeant | 56,345 | 74,435 | 2,167 | 2,863 | 27.09 | 35.79 | 5 | 0 |
| Fire Prevention Officer | 56,515 | 74,805 | 2,174 | 2,877 | 27.17 | 35.96 | 1 | 0 |
| Utility Operations Superintendent | 59,370 | 76,625 | 2,283 | 2,947 | 28.54 | 36.84 | 1 | 0 |
| Assistant Director of Admin Svcs | 60,400 | 78,560 | 2,323 | 3,022 | 29.04 | 37.77 | 1 | 0 |
| Assistant Director of Planning | 60,400 | 78,560 | 2,323 | 3,022 | 29.04 | 37.77 | 1 | 1 |
| Assistant Director of Public Works | 60,400 | 78,560 | 2,323 | 3,022 | 29.04 | 37.77 | 1 | 0 |
| Deputy Chief | 67,860 | 85,000 | 2,610 | 3,269 | 32.63 | 40.87 | 2 | 0 |
| Director of Building and Planning | 68,800 | 86,575 | 2,646 | 3,330 | 33.08 | 41.62 | 1 | 0 |
| Chief of Fire/EMS | 80,875 | 101,200 | 3,111 | 3,892 | 38.88 | 48.65 | 1 | 0 |
| Chief of Police | 80,875 | 101,200 | 3,111 | 3,892 | 38.88 | 48.65 | 1 | 0 |
| Director of Public Works | 80,875 | 101,200 | 3,111 | 3,892 | 38.88 | 48.65 | 1 | 0 |
| Director of Admin Services | 80,875 | 107,400 | 3,111 | 4,131 | 38.88 | 51.63 | 1 | 0 |
| SUB-TOTAL MERIT PERFORMANCE POSITIONS: | | | | | | | 59 | 13 |
| GRAND TOTAL ALL POSITIONS: | | | | | | | 129 | 13 |

NOTES

- (1) Each position represents full-time equivalent hours of 2080, unless otherwise noted. "Job sharing" is permitted as long as total hours paid do not exceed the amount budgeted for the positions. The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (2) Part-Time non-exempt positions will be compensated at the hourly equivalent within their range.
- (3) To address staffing needs, the number of authorized FT Maintenance Worker positions may be reduced by 1 (total not less than 13) and the number of authorized PT Laborer/Janitor positions may be increased by 2 (2 PT = 1 FTE). The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (4) This range is based on full-time equivalent hours of 2912.
- (5) Stipend to be paid to a Lieutenant who is assigned as Shift Commander and actively works a complete 24-hour shift. Stipend = \$1.10/hour.
- (6) Number of authorized Firefighter/Paramedic positions may be decreased by 3 to a total of 20 & the number of authorized Fire Lieutenant positions may be increased by 3 to a total of 12.

OFFICIAL COMPENSATION PLAN
SCHEDULE III: TEMPORARY AND SEASONAL POSITIONS
JANUARY 1, 2005 TO APRIL 30, 2005

| <u>Positions</u> | <u>Hourly Pay Range</u> | <u>Authorized Hours or Positions</u> |
|---|-----------------------------|--|
| Temporary / Seasonal Laborers | | |
| Public Works – Street Administration | \$6.75 - \$11.00 / Hour | 600 FTE Hours |
| Public Works – Water & Sewer Maintenance | \$6.75 - \$11.00 / Hour | 600 FTE Hours |
| Public Works – Water Production and Treatment | \$6.75 - \$11.00 / Hour | 300 FTE Hours |
| Public Works – Forestry & Property Maintenance | \$7.00 - \$16.00 / Hour | 2,080 FTE Hours |
| Meter Representative | \$20 - \$35 / Unit Replaced | 2 Positions |
| Crossing Guards | \$13.65 / Hour / Assignment | 9 Positions |
| Administrative or Engineering Intern | \$9.00 - \$15.00 / Hour | 600 FTE Hours |

OFFICIAL COMPENSATION PLAN
SCHEDULE IV: PART-TIME POSITION ALLOCATIONS
JANUARY 1, 2005 TO APRIL 30, 2005

| <u>Positions</u> | <u>Number Authorized</u> | <u>Departmental Allocation</u> | <u>Budgeted Hours</u> |
|---|------------------------------|--------------------------------|-----------------------|
| Janitor | 1 | 1 – Public Works | 1,040 FTE Hours |
| Office Assistant | 4 | 1 – Administrative Services | 1,456 FTE Hours |
| | | 2 – Building and Planning | 2,080 FTE Hours |
| | | 1 – Public Works | 1,300 FTE Hours |
| Records / Police Assistant | 4 | 4 – Police Department | 3,536 FTE Hours |
| Assistant Director of Administrative Services | 1 | 1 – Administrative Services | 1,664 FTE Hours |
| Fire / Building Inspector | 2 | 1 – Building and Planning | 1,530 FTE Hours |
| | | 1 – Fire Department | 832 FTE Hours* |
| Senior Building Inspector | <u>1</u> | 1 – Building and Planning | 1,400 FTE Hours |
| Total Authorized Part-Time Positions | 13 | | |

* Estimated

OFFICIAL COMPENSATION PLAN
SCHEDULE I: MERIT-STEP POSITIONS
MAY 1, 2005 TO DECEMBER 31, 2005

| Merit Step Positions⁽¹⁾⁽²⁾ | | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Authorized Positions | |
|--|-----------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------------------|------------|
| | | | | | | | | | F/T⁽³⁾ | P/T |
| Maintenance Worker ⁽⁴⁾ | Annual | 36,410 | 38,456 | 40,505 | 42,552 | 44,598 | 46,647 | 48,694 | 14 | 2 |
| | Bi-Weekly | 1,400 | 1,479 | 1,558 | 1,637 | 1,715 | 1,794 | 1,873 | | |
| | Hourly | 17.50 | 18.49 | 19.47 | 20.46 | 21.44 | 22.43 | 23.41 | | |
| Utility Treatment Oper I | Annual | 37,510 | 39,798 | 42,083 | 44,371 | 46,658 | 48,946 | 51,231 | 3 | 0 |
| | Bi-Weekly | 1,443 | 1,531 | 1,619 | 1,707 | 1,795 | 1,883 | 1,970 | | |
| | Hourly | 18.03 | 19.13 | 20.23 | 21.33 | 22.43 | 23.53 | 24.63 | | |
| Mechanic | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 2 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Utility Treatment Oper II | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 1 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Lab Technician | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 1 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Paramedic ⁽⁵⁾ | Annual | 41,340 | 43,963 | 46,585 | 49,206 | 51,829 | 54,451 | 57,071 | 1 | 0 |
| | Bi-Weekly | 1,590 | 1,691 | 1,792 | 1,893 | 1,993 | 2,094 | 2,195 | | |
| | Hourly | 14.20 | 15.10 | 16.00 | 16.90 | 17.80 | 18.70 | 19.60 | | |
| Firefighter/Paramedic ⁽⁵⁾⁽⁶⁾ | Annual | 46,069 | 48,819 | 51,570 | 54,321 | 57,070 | 59,821 | 62,570 | 23 | 0 |
| | Bi-Weekly | 1,772 | 1,878 | 1,983 | 2,089 | 2,195 | 2,301 | 2,407 | | |
| | Hourly | 15.82 | 16.76 | 17.71 | 18.65 | 19.60 | 20.54 | 21.49 | | |
| Police Officer | Annual | 47,039 | 51,274 | 55,378 | 59,254 | 62,807 | 65,632 | 67,516 | 25 | 0 |
| | Bi-Weekly | 1,809 | 1,972 | 2,130 | 2,279 | 2,416 | 2,524 | 2,597 | | |
| | Hourly | 22.61 | 24.65 | 26.62 | 28.49 | 30.20 | 31.55 | 32.46 | | |
| SUB-TOTAL MERIT-STEP POSITIONS: | | | | | | | | | 70 | 2 |

NOTES

- (1) Movement through merit-steps occurs at 1 year intervals with satisfactory job performance evaluation.
- (2) Wages for the Fire and Public Works positions have not been adjusted because their respective contracts expired April 30, 2005 and wages for the current period have not been determined. Wages for the Police Officer position have been adjusted; this contract expires April 30, 2006 and therefore includes an increase for May 1, 2005.
- (3) Each position represents full-time equivalent hours of 2080, unless otherwise noted. "Job sharing" is permitted as long as total hours paid do not exceed the amount budgeted for the positions. The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (4) To address staffing needs, the number of authorized FT Maintenance Worker positions may be reduced by 1 (total not less than 13) and the number of authorized PT Laborer/Janitor positions may be increased by 2 (2 PT = 1 FTE). The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (5) Authorized positions are not to exceed 24 full-time equivalents between both job titles, with a maximum of 1 paramedic. Ranges based on full-time equivalent hours of 2912.
- (6) Number of authorized Firefighter/Paramedic positions may be decreased by 3 to a total of 20 & the number of authorized Fire Lieutenant positions may be increased by 3 to a total of 12.

OFFICIAL COMPENSATION PLAN
SCHEDULE II: MERIT-PERFORMANCE POSITIONS
MAY 1, 2005 TO DECEMBER 31, 2005

| <u>Merit-Performance Positions</u> | <u>ANNUAL</u> | | <u>BI-WEEKLY</u> | | <u>HOURLY</u> | | <u>Authorized Positions</u> | |
|---|---------------|------------|------------------|------------|---------------|------------|-----------------------------|--------------------------|
| | <u>MIN</u> | <u>MAX</u> | <u>MIN</u> | <u>MAX</u> | <u>MIN</u> | <u>MAX</u> | <u>F/T⁽¹⁾</u> | <u>P/T⁽²⁾</u> |
| Laborer/Janitor ⁽³⁾ | 23,850 | 35,780 | 917 | 1,376 | 11.47 | 17.20 | 0 | 1 |
| Office Assistant | 26,000 | 38,800 | 1,000 | 1,492 | 12.50 | 18.65 | 3 | 4 |
| Records/Police Assistant | 29,100 | 41,300 | 1,119 | 1,588 | 13.99 | 19.86 | 3 | 4 |
| Accounting Assistant | 30,000 | 42,600 | 1,154 | 1,638 | 14.42 | 20.48 | 2 | 0 |
| Public Service Officer | 31,231 | 43,988 | 1,201 | 1,692 | 15.01 | 21.15 | 2 | 0 |
| Payroll Coordinator | 31,231 | 43,988 | 1,201 | 1,692 | 15.01 | 21.15 | 1 | 0 |
| Office Manager | 32,800 | 46,200 | 1,262 | 1,777 | 15.77 | 22.21 | 2 | 0 |
| Records Supervisor | 35,200 | 49,514 | 1,354 | 1,904 | 16.92 | 23.80 | 1 | 0 |
| Executive Assistant | 36,882 | 51,553 | 1,419 | 1,983 | 17.73 | 24.79 | 3 | 0 |
| Administrative Assistant | 38,800 | 55,150 | 1,492 | 2,121 | 18.65 | 26.51 | 2 | 0 |
| Accountant | 44,314 | 60,811 | 1,704 | 2,339 | 21.30 | 29.24 | 1 | 0 |
| Inspector (Building or Fire) | 22,880 | 60,811 | 880 | 2,339 | 11.00 | 29.24 | 0 | 2 |
| Sr. Building Inspector | 45,602 | 63,845 | 1,754 | 2,456 | 21.92 | 30.69 | 0 | 1 |
| Senior Planner | 46,870 | 65,241 | 1,803 | 2,509 | 22.53 | 31.37 | 1 | 0 |
| Chief Accountant | 46,870 | 65,241 | 1,803 | 2,509 | 22.53 | 31.37 | 1 | 0 |
| Forester/Property Maintenance Supervisor | 51,500 | 69,500 | 1,981 | 2,673 | 24.76 | 33.41 | 1 | 0 |
| Public Works Supervisor | 51,500 | 69,500 | 1,981 | 2,673 | 24.76 | 33.41 | 4 | 0 |
| Project Manager | 48,000 | 69,500 | 1,846 | 2,673 | 23.08 | 33.41 | 1 | 0 |
| Corporal | 54,803 | 70,893 | 2,108 | 2,727 | 26.35 | 34.08 | 3 | 0 |
| Human Resources Coordinator | 50,384 | 73,278 | 1,938 | 2,818 | 24.22 | 35.23 | 1 | 0 |
| Information Systems Coordinator | 50,384 | 73,278 | 1,938 | 2,818 | 24.22 | 35.23 | 1 | 0 |
| Fire Lieutenant ⁽⁴⁾⁽⁵⁾⁽⁶⁾ | 57,300 | 76,300 | 2,204 | 2,935 | 27.55 | 36.68 | 9 | 0 |
| Sergeant | 60,300 | 79,500 | 2,319 | 3,058 | 28.99 | 38.22 | 5 | 0 |
| Fire Prevention Officer | 61,000 | 80,500 | 2,346 | 3,096 | 29.33 | 38.70 | 1 | 0 |
| Utility Operations Superintendent | 61,000 | 80,500 | 2,346 | 3,096 | 29.33 | 38.70 | 1 | 0 |
| Assistant Director of Admin Svcs | 62,550 | 82,400 | 2,406 | 3,169 | 30.07 | 39.62 | 1 | 0 |
| Assistant Director of Planning | 62,550 | 82,400 | 2,406 | 3,169 | 30.07 | 39.62 | 1 | 1 |
| Assistant Director of Public Works | 62,550 | 82,400 | 2,406 | 3,169 | 30.07 | 39.62 | 1 | 0 |
| Deputy Chief | 70,000 | 91,375 | 2,692 | 3,514 | 33.65 | 43.93 | 2 | 0 |
| Director of Building and Planning | 70,000 | 91,775 | 2,692 | 3,530 | 33.65 | 44.12 | 1 | 0 |
| Chief of Fire/EMS | 84,000 | 105,754 | 3,231 | 4,067 | 40.38 | 50.84 | 1 | 0 |
| Chief of Police | 84,000 | 105,754 | 3,231 | 4,067 | 40.38 | 50.84 | 1 | 0 |
| Director of Public Works | 84,000 | 105,754 | 3,231 | 4,067 | 40.38 | 50.84 | 1 | 0 |
| Director of Admin Services | 84,000 | 111,754 | 3,231 | 4,298 | 40.38 | 53.73 | 1 | 0 |
| SUB-TOTAL MERIT PERFORMANCE POSITIONS: | | | | | | | 59 | 13 |
| GRAND TOTAL ALL POSITIONS: | | | | | | | 129 | 15 |

NOTES

- (1) Each position represents full-time equivalent hours of 2080, unless otherwise noted. "Job sharing" is permitted as long as total hours paid do not exceed the amount budgeted for the positions. The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (2) Part-Time non-exempt positions will be compensated at the hourly equivalent within their range.
- (3) To address staffing needs, the number of authorized FT Maintenance Worker positions may be reduced by 1 (total not less than 13) and the number of authorized PT Laborer/Janitor positions may be increased by 2 (2 PT = 1 FTE). The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (4) This range is based on full-time equivalent hours of 2912.
- (5) Stipend to be paid to a Lieutenant who is assigned as Shift Commander and actively works a complete 24-hour shift. Stipend = \$1.10/hour.
- (6) Number of authorized Firefighter/Paramedic positions may be decreased by 3 to a total of 20 & the number of authorized Fire Lieutenant positions may be increased by 3 to a total of 12.

OFFICIAL COMPENSATION PLAN
SCHEDULE III: TEMPORARY AND SEASONAL POSITIONS
MAY 1, 2005 TO DECEMBER 31, 2005

| <u>Positions</u> | <u>Hourly Pay Range</u> | <u>Authorized Hours or Positions</u> |
|---|-----------------------------|--|
| Temporary / Seasonal Laborers | | |
| Public Works – Street Administration | \$7.00 - \$11.50 / Hour | 600 FTE Hours |
| Public Works – Water & Sewer Maintenance | \$7.00 - \$11.50 / Hour | 600 FTE Hours |
| Public Works – Water Production and Treatment | \$7.00 - \$11.50 / Hour | 300 FTE Hours |
| Public Works – Forestry & Property Maintenance | \$7.00 - \$17.00 / Hour | 2,080 FTE Hours |
| Meter Representative | \$20 - \$35 / Unit Replaced | 2 Positions |
| Crossing Guards | \$14.00 / Hour / Assignment | 9 Positions |
| Administrative or Engineering Intern | \$9.00 - \$15.00 / Hour | 600 FTE Hours |

OFFICIAL COMPENSATION PLAN
SCHEDULE IV: PART-TIME POSITION ALLOCATIONS
MAY 1, 2005 TO DECEMBER 31, 2005

| <u>Positions</u> | <u>Number Authorized</u> | <u>Departmental Allocation</u> | <u>Budgeted Hours</u> |
|---|------------------------------|--------------------------------|-----------------------|
| Janitor | 1 | 1 – Public Works | 1,040 FTE Hours |
| Office Assistant | 4 | 1 – Administrative Services | 1,456 FTE Hours |
| | | 2 – Building and Planning | 2,080 FTE Hours |
| | | 1 – Public Works | 1,300 FTE Hours |
| Records / Police Assistant | 4 | 4 – Police Department | 3,536 FTE Hours |
| Assistant Director of Administrative Services | 1 | 1 – Administrative Services | 1,664 FTE Hours |
| Fire / Building Inspector | 2 | 1 – Building and Planning | 1,530 FTE Hours |
| | | 1 – Fire Department | 832 FTE Hours* |
| Senior Building Inspector | <u>1</u> | 1 – Building and Planning | 1,400 FTE Hours |
| Total Authorized Part-Time Positions | 13 | | |

* Estimated

OFFICIAL COMPENSATION PLAN
SCHEDULE I: MERIT-STEP POSITIONS
JANUARY 1, 2006 TO APRIL 30, 2006

| Merit Step Positions⁽¹⁾⁽²⁾ | | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Authorized Positions | |
|--|-----------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------------------|------------|
| | | | | | | | | | F/T⁽³⁾ | P/T |
| Maintenance Worker ⁽⁴⁾ | Annual | 36,410 | 38,456 | 40,505 | 42,552 | 44,598 | 46,647 | 48,694 | 14 | 0 |
| | Bi-Weekly | 1,400 | 1,479 | 1,558 | 1,637 | 1,715 | 1,794 | 1,873 | | |
| | Hourly | 17.50 | 18.49 | 19.47 | 20.46 | 21.44 | 22.43 | 23.41 | | |
| Utility Treatment Oper I | Annual | 37,510 | 39,798 | 42,083 | 44,371 | 46,658 | 48,946 | 51,231 | 3 | 0 |
| | Bi-Weekly | 1,443 | 1,531 | 1,619 | 1,707 | 1,795 | 1,883 | 1,970 | | |
| | Hourly | 18.03 | 19.13 | 20.23 | 21.33 | 22.43 | 23.53 | 24.63 | | |
| Mechanic | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 2 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Utility Treatment Oper II | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 1 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Lab Technician | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 1 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Paramedic ⁽⁵⁾ | Annual | 41,340 | 43,963 | 46,585 | 49,206 | 51,829 | 54,451 | 57,071 | 1 | 0 |
| | Bi-Weekly | 1,590 | 1,691 | 1,792 | 1,893 | 1,993 | 2,094 | 2,195 | | |
| | Hourly | 14.20 | 15.10 | 16.00 | 16.90 | 17.80 | 18.70 | 19.60 | | |
| Firefighter/Paramedic ⁽⁵⁾⁽⁶⁾ | Annual | 46,069 | 48,819 | 51,570 | 54,321 | 57,070 | 59,821 | 62,570 | 26 | 0 |
| | Bi-Weekly | 1,772 | 1,878 | 1,983 | 2,089 | 2,195 | 2,301 | 2,407 | | |
| | Hourly | 15.82 | 16.76 | 17.71 | 18.65 | 19.60 | 20.54 | 21.49 | | |
| Police Officer | Annual | 47,039 | 51,274 | 55,378 | 59,254 | 62,807 | 65,632 | 67,516 | 25 | 0 |
| | Bi-Weekly | 1,809 | 1,972 | 2,130 | 2,279 | 2,416 | 2,524 | 2,597 | | |
| | Hourly | 22.61 | 24.65 | 26.62 | 28.49 | 30.20 | 31.55 | 32.46 | | |
| SUB-TOTAL MERIT-STEP POSITIONS: | | | | | | | | | 73 | 0 |

NOTES

- (1) Movement through merit-steps occurs at 1 year intervals with satisfactory job performance evaluation.
- (2) Wages for the Fire and Public Works positions have not been adjusted because their respective contracts expired April 30, 2005 and wages for the current period have not been determined. Wages for the Police Officer position have been adjusted; this contract expires April 30, 2006 and therefore includes an increase for May 1, 2005.
- (3) Each position represents full-time equivalent hours of 2080, unless otherwise noted. "Job sharing" is permitted as long as total hours paid do not exceed the amount budgeted for the positions. The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (4) To address staffing needs, the number of authorized FT Maintenance Worker positions may be reduced by 1 (total not less than 13) and the number of authorized PT Laborer/Janitor positions may be increased by 2 (2 PT = 1 FTE). The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (5) Authorized positions are not to exceed 27 full-time equivalents between both job titles, with a maximum of 1 paramedic. Position represents full-time equivalent hours of 2912.
- (6) The number of authorized Firefighter/Paramedic positions may be reduced by 3 to a total of 23 and the number of authorized Fire Lieutenant positions may be correspondingly increased by 3 to a total of 12.

OFFICIAL COMPENSATION PLAN
SCHEDULE II: MERIT-PERFORMANCE POSITIONS
JANUARY 1, 2006 TO APRIL 30, 2006

| <u>Merit-Performance Positions</u> | ANNUAL | | BI-WEEKLY | | HOURLY | | Authorized Positions | |
|--|--------|---------|-----------|-------|--------|-------|----------------------|--------------------|
| | MIN | MAX | MIN | MAX | MIN | MAX | F/T ⁽¹⁾ | P/T ⁽²⁾ |
| Laborer/Janitor ⁽³⁾ | 23,850 | 35,780 | 917 | 1,376 | 11.47 | 17.20 | 0 | 1 |
| Office Assistant | 26,000 | 38,800 | 1,000 | 1,492 | 12.50 | 18.65 | 3 | 4 |
| Records/Police Assistant | 29,100 | 41,300 | 1,119 | 1,588 | 13.99 | 19.86 | 3 | 4 |
| Accounting Assistant | 30,000 | 42,600 | 1,154 | 1,638 | 14.42 | 20.48 | 2 | 0 |
| Public Service Officer | 31,231 | 43,988 | 1,201 | 1,692 | 15.01 | 21.15 | 2 | 0 |
| Payroll Coordinator | 31,231 | 43,988 | 1,201 | 1,692 | 15.01 | 21.15 | 1 | 0 |
| Office Manager | 32,800 | 46,200 | 1,262 | 1,777 | 15.77 | 22.21 | 2 | 0 |
| Records Supervisor | 35,200 | 49,514 | 1,354 | 1,904 | 16.92 | 23.80 | 1 | 0 |
| Executive Assistant | 36,882 | 51,553 | 1,419 | 1,983 | 17.73 | 24.79 | 3 | 0 |
| Administrative Assistant | 38,800 | 55,150 | 1,492 | 2,121 | 18.65 | 26.51 | 2 | 0 |
| Accountant | 44,314 | 60,811 | 1,704 | 2,339 | 21.30 | 29.24 | 1 | 0 |
| Inspector (Building or Fire) | 22,880 | 60,811 | 880 | 2,339 | 11.00 | 29.24 | 0 | 2 |
| Sr. Building Inspector | 45,602 | 63,845 | 1,754 | 2,456 | 21.92 | 30.69 | 0 | 1 |
| Senior Planner | 46,870 | 65,241 | 1,803 | 2,509 | 22.53 | 31.37 | 1 | 0 |
| Chief Accountant | 46,870 | 65,241 | 1,803 | 2,509 | 22.53 | 31.37 | 1 | 0 |
| Forester/Property Maintenance Supervisor | 51,500 | 69,500 | 1,981 | 2,673 | 24.76 | 33.41 | 1 | 0 |
| Public Works Supervisor | 51,500 | 69,500 | 1,981 | 2,673 | 24.76 | 33.41 | 4 | 0 |
| Project Manager | 48,000 | 69,500 | 1,846 | 2,673 | 23.08 | 33.41 | 1 | 0 |
| Corporal | 54,803 | 70,893 | 2,108 | 2,727 | 26.35 | 34.08 | 3 | 0 |
| Human Resources Coordinator | 50,384 | 73,278 | 1,938 | 2,818 | 24.22 | 35.23 | 1 | 0 |
| Information Systems Coordinator | 50,384 | 73,278 | 1,938 | 2,818 | 24.22 | 35.23 | 1 | 0 |
| Fire Lieutenant ⁽⁴⁾⁽⁵⁾⁽⁶⁾⁽⁷⁾ | 57,300 | 76,300 | 2,204 | 2,935 | 27.55 | 36.68 | 9 | 0 |
| Sergeant | 60,300 | 79,500 | 2,319 | 3,058 | 28.99 | 38.22 | 5 | 0 |
| Fire Prevention Officer | 61,000 | 80,500 | 2,346 | 3,096 | 29.33 | 38.70 | 1 | 0 |
| Utility Operations Superintendent | 61,000 | 80,500 | 2,346 | 3,096 | 29.33 | 38.70 | 1 | 0 |
| Assistant Director of Admin Svcs | 62,550 | 82,400 | 2,406 | 3,169 | 30.07 | 39.62 | 1 | 0 |
| Assistant Director of Planning | 62,550 | 82,400 | 2,406 | 3,169 | 30.07 | 39.62 | 1 | 1 |
| Assistant Director of Public Works | 62,550 | 82,400 | 2,406 | 3,169 | 30.07 | 39.62 | 1 | 0 |
| Deputy Chief | 70,000 | 91,375 | 2,692 | 3,514 | 33.65 | 43.93 | 2 | 0 |
| Director of Building and Planning | 70,000 | 91,775 | 2,692 | 3,530 | 33.65 | 44.12 | 1 | 0 |
| Chief of Fire/EMS | 84,000 | 105,754 | 3,231 | 4,067 | 40.38 | 50.84 | 1 | 0 |
| Chief of Police | 84,000 | 105,754 | 3,231 | 4,067 | 40.38 | 50.84 | 1 | 0 |
| Director of Public Works | 84,000 | 105,754 | 3,231 | 4,067 | 40.38 | 50.84 | 1 | 0 |
| Director of Admin Services | 84,000 | 111,754 | 3,231 | 4,298 | 40.38 | 53.73 | 1 | 0 |

SUB-TOTAL MERIT PERFORMANCE POSITIONS: 59 13

GRAND TOTAL ALL POSITIONS: 132 13

NOTES

- (1) Each position represents full-time equivalent hours of 2080, unless otherwise noted. "Job sharing" is permitted as long as total hours paid do not exceed the amount budgeted for the positions. The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (2) Part-Time non-exempt positions will be compensated at the hourly equivalent within their range.
- (3) To address staffing needs, the number of authorized FT Maintenance Worker positions may be reduced by 1 (total not less than 13) and the number of authorized PT Laborer/Janitor positions may be increased by 2 (2 PT = 1 FTE). The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (4) This range is based on full-time equivalent hours of 2912.
- (5) Stipend to be paid to a Lieutenant who is assigned as Shift Commander and actively works a complete 24-hour shift. Stipend = \$1.10/hour.
- (6) Number of authorized Firefighter/Paramedic positions may be decreased by 3 to a total of 23 & the number of authorized Fire Lieutenant positions may be increased by 3 to a total of 12.
- (7) Number of authorized Lieutenant positions may be decreased by 3 to a total of 6 and an exempt Shift Commander position may be established with a range equivalent to that of the Assistant Department Director positions.

OFFICIAL COMPENSATION PLAN
SCHEDULE III: TEMPORARY AND SEASONAL POSITIONS
JANUARY 1, 2006 TO APRIL 30, 2006

| <u>Positions</u> | <u>Hourly Pay Range</u> | <u>Authorized Hours or Positions</u> |
|---|-----------------------------|--|
| Temporary / Seasonal Laborers | | |
| Public Works – Street Administration | \$7.00 - \$11.00 / Hour | 600 FTE Hours |
| Public Works – Water & Sewer Maintenance | \$7.00 - \$11.00 / Hour | 600 FTE Hours |
| Public Works – Water Production and Treatment | \$7.00 - \$11.00 / Hour | 300 FTE Hours |
| Public Works – Forestry & Property Maintenance | \$7.00 - \$17.00 / Hour | 2,080 FTE Hours |
| Meter Representative | \$20 - \$35 / Unit Replaced | 2 Positions |
| Crossing Guards | \$14.00 / Hour / Assignment | 9 Positions |
| Administrative or Engineering Intern | \$9.00 - \$15.00 / Hour | 600 FTE Hours |

OFFICIAL COMPENSATION PLAN
SCHEDULE IV: PART-TIME POSITION ALLOCATIONS
JANUARY 1, 2006 TO APRIL 30, 2006

| <u>Positions</u> | <u>Number Authorized</u> | <u>Departmental Allocation</u> | <u>Budgeted Hours</u> |
|---|------------------------------|--------------------------------|-----------------------|
| Janitor | 1 | 1 – Public Works | 1,040 FTE Hours |
| Office Assistant | 4 | 1 – Administrative Services | 1,456 FTE Hours |
| | | 2 – Building and Planning | 2,080 FTE Hours |
| | | 1 – Public Works | 1,300 FTE Hours |
| Records / Police Assistant | 4 | 4 – Police Department | 3,536 FTE Hours |
| Assistant Director of Administrative Services | 1 | 1 – Administrative Services | 1,664 FTE Hours |
| Fire / Building Inspector | 2 | 1 – Building and Planning | 1,530 FTE Hours |
| | | 1 – Fire Department | 832 FTE Hours* |
| Senior Building Inspector | <u>1</u> | 1 – Building and Planning | 1,400 FTE Hours |
| Total Authorized Part-Time Positions | 13 | | |

* Estimated

OFFICIAL COMPENSATION PLAN
SCHEDULE I: MERIT-STEP POSITIONS
MAY 1, 2006 TO DECEMBER 31, 2006

| Merit Step Positions⁽¹⁾⁽²⁾ | | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Authorized Positions | |
|--|-----------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------------------|------------|
| | | | | | | | | | F/T⁽³⁾ | P/T |
| Maintenance Worker ⁽⁴⁾ | Annual | 36,410 | 38,456 | 40,505 | 42,552 | 44,598 | 46,647 | 48,694 | 14 | 0 |
| | Bi-Weekly | 1,400 | 1,479 | 1,558 | 1,637 | 1,715 | 1,794 | 1,873 | | |
| | Hourly | 17.50 | 18.49 | 19.47 | 20.46 | 21.44 | 22.43 | 23.41 | | |
| Utility Treatment Oper I | Annual | 37,510 | 39,798 | 42,083 | 44,371 | 46,658 | 48,946 | 51,231 | 3 | 0 |
| | Bi-Weekly | 1,443 | 1,531 | 1,619 | 1,707 | 1,795 | 1,883 | 1,970 | | |
| | Hourly | 18.03 | 19.13 | 20.23 | 21.33 | 22.43 | 23.53 | 24.63 | | |
| Mechanic | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 2 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Utility Treatment Oper II | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 1 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Lab Technician | Annual | 38,931 | 41,389 | 43,847 | 46,304 | 48,763 | 51,220 | 53,676 | 1 | 0 |
| | Bi-Weekly | 1,497 | 1,592 | 1,686 | 1,781 | 1,876 | 1,970 | 2,064 | | |
| | Hourly | 18.72 | 19.90 | 21.08 | 22.26 | 23.44 | 24.63 | 25.81 | | |
| Paramedic ⁽⁵⁾ | Annual | 41,340 | 43,963 | 46,585 | 49,206 | 51,829 | 54,451 | 57,071 | 1 | 0 |
| | Bi-Weekly | 1,590 | 1,691 | 1,792 | 1,893 | 1,993 | 2,094 | 2,195 | | |
| | Hourly | 14.20 | 15.10 | 16.00 | 16.90 | 17.80 | 18.70 | 19.60 | | |
| Firefighter/Paramedic ⁽⁵⁾⁽⁶⁾ | Annual | 46,069 | 48,819 | 51,570 | 54,321 | 57,070 | 59,821 | 62,570 | 26 | 0 |
| | Bi-Weekly | 1,772 | 1,878 | 1,983 | 2,089 | 2,195 | 2,301 | 2,407 | | |
| | Hourly | 15.82 | 16.76 | 17.71 | 18.65 | 19.60 | 20.54 | 21.49 | | |
| Police Officer | Annual | 47,039 | 51,274 | 55,378 | 59,254 | 62,807 | 65,632 | 67,516 | 25 | 0 |
| | Bi-Weekly | 1,809 | 1,972 | 2,130 | 2,279 | 2,416 | 2,524 | 2,597 | | |
| | Hourly | 22.61 | 24.65 | 26.62 | 28.49 | 30.20 | 31.55 | 32.46 | | |
| SUB-TOTAL MERIT-STEP POSITIONS: | | | | | | | | | 73 | 0 |

NOTES

- (1) Movement through merit-steps occurs at 1 year intervals with satisfactory job performance evaluation.
- (2) None of the wages included in the Merit-Step Schedule have been adjusted; the Fire and Public Works contracts expired April 30, 2005 and the Police contract expired April 30, 2006; wages for the current period have not been determined.
- (3) Each position represents full-time equivalent hours of 2080, unless otherwise noted. "Job sharing" is permitted as long as total hours paid do not exceed the amount budgeted for the positions. The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (4) To address staffing needs, the number of authorized FT Maintenance Worker positions may be reduced by 1 (total not less than 13) and the number of authorized PT Laborer/Janitor positions may be increased by 2 (2 PT = 1 FTE). The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (5) Authorized positions are not to exceed 27 full-time equivalents between both job titles, with a maximum of 1 paramedic. Position represents full-time equivalent hours of 2912.
- (6) The number of authorized Firefighter/Paramedic positions may be reduced by 3 to a total of 23 and the number of authorized Fire Lieutenant positions may be correspondingly increased by 3 to a total of 12.

OFFICIAL COMPENSATION PLAN
SCHEDULE II: MERIT-PERFORMANCE POSITIONS
MAY 1, 2006 TO DECEMBER 31, 2006

| Merit-Performance Positions | ANNUAL | | BI-WEEKLY | | HOURLY | | Authorized Positions | |
|---|---------------|------------|------------------|------------|---------------|------------|-----------------------------|--------------------------|
| | MIN | MAX | MIN | MAX | MIN | MAX | F/T⁽¹⁾ | P/T⁽²⁾ |
| Laborer/Janitor ⁽³⁾ | 24,625 | 36,943 | 947 | 1,421 | 11.84 | 17.76 | 0 | 1 |
| Office Assistant | 26,845 | 40,061 | 1,033 | 1,541 | 12.91 | 19.26 | 3 | 4 |
| Records/Police Assistant | 30,046 | 42,642 | 1,156 | 1,640 | 14.45 | 20.50 | 3 | 4 |
| Accounting Assistant | 30,975 | 43,985 | 1,191 | 1,692 | 14.89 | 21.15 | 2 | 0 |
| Public Service Officer | 32,246 | 45,418 | 1,240 | 1,747 | 15.50 | 21.84 | 2 | 0 |
| Payroll Coordinator | 32,246 | 45,418 | 1,240 | 1,747 | 15.50 | 21.84 | 1 | 0 |
| Office Manager | 33,866 | 47,702 | 1,303 | 1,835 | 16.28 | 22.93 | 2 | 0 |
| Records Supervisor | 36,344 | 51,123 | 1,398 | 1,966 | 17.47 | 24.58 | 1 | 0 |
| Executive Assistant | 38,081 | 53,228 | 1,465 | 2,047 | 18.31 | 25.59 | 3 | 0 |
| Administrative Assistant | 40,061 | 56,942 | 1,541 | 2,190 | 19.26 | 27.38 | 2 | 0 |
| Accountant | 45,754 | 62,787 | 1,760 | 2,415 | 22.00 | 30.19 | 1 | 0 |
| Inspector (Building or Fire) | 45,754 | 62,787 | 1,760 | 2,415 | 22.00 | 30.19 | 0 | 2 |
| Sr. Building Inspector | 22,880 | 62,787 | 880 | 2,415 | 11.00 | 30.19 | 0 | 1 |
| Senior Planner | 48,393 | 67,361 | 1,861 | 2,591 | 23.27 | 32.39 | 1 | 0 |
| Chief Accountant | 48,393 | 67,361 | 1,861 | 2,591 | 23.27 | 32.39 | 1 | 0 |
| Forester/Property Maintenance Supervisor | 53,174 | 71,759 | 2,045 | 2,760 | 25.56 | 34.50 | 1 | 0 |
| Public Works Supervisor | 53,174 | 71,759 | 2,045 | 2,760 | 25.56 | 34.50 | 4 | 0 |
| Project Manager | 49,560 | 71,759 | 1,906 | 2,760 | 23.83 | 34.50 | 1 | 0 |
| Corporal ⁽⁴⁾ | 54,803 | 70,893 | 2,108 | 2,727 | 26.35 | 34.08 | 3 | 0 |
| Human Resources Coordinator | 52,021 | 75,660 | 2,001 | 2,910 | 25.01 | 36.38 | 1 | 0 |
| Information Systems Coordinator | 52,021 | 75,660 | 2,001 | 2,910 | 25.01 | 36.38 | 1 | 0 |
| Fire Lieutenant ⁽⁵⁾⁽⁶⁾⁽⁷⁾⁽⁸⁾ | 59,162 | 78,780 | 2,275 | 3,030 | 28.44 | 37.88 | 9 | 0 |
| Sergeant | 62,260 | 82,084 | 2,395 | 3,157 | 29.93 | 39.46 | 5 | 0 |
| Fire Prevention Officer | 62,983 | 83,116 | 2,422 | 3,197 | 30.28 | 39.96 | 1 | 0 |
| Utility Operations Superintendent | 62,983 | 83,116 | 2,422 | 3,197 | 30.28 | 39.96 | 1 | 0 |
| Assistant Director of Admin Svcs | 64,583 | 85,078 | 2,484 | 3,272 | 31.05 | 40.90 | 1 | 0 |
| Assistant Director of Planning | 64,583 | 85,078 | 2,484 | 3,272 | 31.05 | 40.90 | 1 | 1 |
| Assistant Director of Public Works | 64,583 | 85,078 | 2,484 | 3,272 | 31.05 | 40.90 | 1 | 0 |
| Deputy Chief | 72,275 | 94,345 | 2,780 | 3,629 | 34.75 | 45.36 | 2 | 0 |
| Director of Building and Planning | 72,275 | 94,758 | 2,780 | 3,645 | 34.75 | 45.56 | 1 | 0 |
| Chief of Fire/EMS | 86,730 | 109,191 | 3,336 | 4,200 | 41.70 | 52.50 | 1 | 0 |
| Chief of Police | 86,730 | 109,191 | 3,336 | 4,200 | 41.70 | 52.50 | 1 | 0 |
| Director of Public Works | 86,730 | 109,191 | 3,336 | 4,200 | 41.70 | 52.50 | 1 | 0 |
| Director of Admin Services | 86,730 | 115,191 | 3,336 | 4,430 | 41.70 | 55.38 | 1 | 0 |
| SUB-TOTAL MERIT PERFORMANCE POSITIONS: | | | | | | | 59 | 13 |
| GRAND TOTAL ALL POSITIONS: | | | | | | | 132 | 13 |

NOTES

- (1) Each position represents full-time equivalent hours of 2080, unless otherwise noted. "Job sharing" is permitted as long as total hours paid do not exceed the amount budgeted for the positions. The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (2) Part-Time non-exempt positions will be compensated at the hourly equivalent within their range.
- (3) To address staffing needs, the number of authorized FT Maintenance Worker positions may be reduced by 1 (total not less than 13) and the number of authorized PT Laborer/Janitor positions may be increased by 2 (2 PT = 1 FTE). The number of full-time equivalent positions shall not be increased; the classification of the positions, however, may be varied.
- (4) Wages for the Corporal position have not been adjusted because the contract for this position expired on April 30, 2006 and wages for the current period have not been determined.
- (5) This range is based on full-time equivalent hours of 2912.
- (6) Stipend to be paid to a Lieutenant who is assigned as Shift Commander and actively works a complete 24-hour shift. Stipend = \$1.10/hour.
- (7) Number of authorized Firefighter/Paramedic positions may be decreased by 3 to a total of 23 & the number of authorized Fire Lieutenant positions may be increased by 3 to a total of 12.
- (8) Number of authorized Lieutenant positions may be decreased by 3 to a total of 6 and an exempt Shift Commander position may be established with a range equivalent to that of the Assistant Department Director positions.

OFFICIAL COMPENSATION PLAN
SCHEDULE III: TEMPORARY AND SEASONAL POSITIONS
MAY 1, 2006 TO DECEMBER 31, 2006

| <u>Positions</u> | <u>Hourly Pay Range</u> | <u>Authorized Hours or Positions</u> |
|---|-----------------------------|--|
| Temporary / Seasonal Laborers | | |
| Public Works – Street Administration | \$7.00 - \$11.00 / Hour | 600 FTE Hours |
| Public Works – Water & Sewer Maintenance | \$7.00 - \$11.00 / Hour | 600 FTE Hours |
| Public Works – Water Production and Treatment | \$7.00 - \$11.00 / Hour | 300 FTE Hours |
| Public Works – Forestry & Property Maintenance | \$7.00 - \$17.50 / Hour | 2,080 FTE Hours |
| Meter Representative | \$20 - \$35 / Unit Replaced | 2 Positions |
| Crossing Guards | \$14.45 / Hour / Assignment | 9 Positions |
| Administrative or Engineering Intern | \$9.00 - \$15.00 / Hour | 600 FTE Hours |

OFFICIAL COMPENSATION PLAN
SCHEDULE IV: PART-TIME POSITION ALLOCATIONS
MAY 1, 2006 TO DECEMBER 31, 2006

| <u>Positions</u> | <u>Number Authorized</u> | <u>Departmental Allocation</u> | <u>Budgeted Hours</u> |
|---|------------------------------|--------------------------------|-----------------------|
| Janitor | 1 | 1 – Public Works | 1,300 FTE Hours |
| Office Assistant | 4 | 1 – Administrative Services | 1,456 FTE Hours |
| | | 2 – Building and Planning | 2,080 FTE Hours |
| | | 1 – Public Works | 1,300 FTE Hours |
| Records / Police Assistant | 4 | 4 – Police Department | 3,536 FTE Hours |
| Assistant Director of Administrative Services | 1 | 1 – Administrative Services | 1,664 FTE Hours |
| Fire / Building Inspector | 2 | 1 – Building and Planning | 1,530 FTE Hours |
| | | 1 – Fire Department | 832 FTE Hours* |
| Senior Building Inspector | <u>1</u> | 1 – Building and Planning | 1,400 FTE Hours |
| Total Authorized Part-Time Positions | 13 | | |

* Estimated

OFFICIAL COMPENSATION PLAN
COMPENSATION SCHEDULE FOR FIRE/EMS PAID-ON-CALL PERSONNEL
JANUARY 1, 2005 TO DECEMBER 31, 2006

Hourly Base Rate

Probationary Firefighter \$9.90

Firefighter II/First Responder

Years with BFD, Inc.

2 – 5 Years

5 – 9 Years

10 – 14 Years

15 – 19 Years

20+ Years

\$12.10

\$12.65

\$13.20

\$13.84

\$14.30

Merit Pay (added to Base Rate)

Firefighter III \$1.00

Fire Apparatus Engineer \$1.00

Emergency Medical Technician \$1.00

Paramedic \$1.00

Hazmat Operations \$0.50

Hazmat Technician \$0.50

Rescue Diver \$0.50

TRS Vertical \$0.25

TRS Below Grade/Confined Space \$0.25

Fire Investigator \$1.00

Acting Lieutenant \$0.50

Lieutenant \$1.00

Acting Captain \$0.50

Captain \$1.00